

MILPERSMAN 1220-102

SELF-CONTAINED UNDERWATER BREATHING APPARATUS (SCUBA) DIVER PROGRAM

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References	(a) NAVMED P-117, Manual of the Medical Department, Article 15-105, Naval Special Warfare and Special Operations (NSW/SO). (b) U.S. Navy Diving Manual (c) NAVPERS 18068F, Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards, Volume II, Navy Enlisted Classifications. (d) SECNAVINST 5510.30B, Department of the Navy, Personnel Security Program (e) OPNAVINST 5350.4D, Drug and Alcohol Abuse Prevention and Control (f) SECNAVINST 1920.6C (g) (NAVPERS 15839I, Manual of Navy Officer Manpower and Personnel Classification, Volume 1 (h) COMNAVSUBFORINST 3500.2, Continuous Training Manual (CTM) (i) DFAS-DJMS, Procedures Training Guide (DFAS PTG) (j) Uniform Code of Military Justice (UCMJ)
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1. **Purpose.** This article discusses personnel aspects of the Navy Self-Contained Underwater Breathing Apparatus (SCUBA) Diver Program. The following topics are covered:

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2. **Overview.** SCUBA divers perform duties using SCUBA while conducting day and night general underwater searches, detailed ship-bottom searches, and routine inspections using an underwater compass, depth indicators, and associated underwater equipment. They perform adjustments and field shop maintenance on SCUBA and underwater accessories. They know the laws of diving and are able to recognize all types of decompression sickness and diving accidents.

3. **Suitability for Assignment**

a. **Accession Prerequisites.** The distinct purpose and nature of duties involved in the SCUBA Diver Program require strict adherence to eligibility criteria, procedures, and policy for training and assignment within the program.

b. **Professional Performance.** While the highest standards of personal conduct, reliability, and judgment are required of all members of the naval service, it is especially important that members assigned to duty involving the performance and supervision of SCUBA diving operations display unquestioned personal conduct, reliability, judgment, and observance of military regulations.

4. **NEC/AQD Requirements.** Awarding of NEC 5345 and AQD SD7 requires successful completion of SCUBA Diver Course CIN A-433-0023 and can only be awarded when completed in its entirety. Approval to attend training will be based on the needs of the Navy that the member is being assigned to a billet requiring SCUBA qualification and determined by Bureau of Naval Personnel (BUPERS), Medical/Dental Branch (BUPERS-325C) via Office of the Chief of Naval Operations (OPNAV) Submarine Forces Diving Officer (N43311).

a. Except where specified "**no waiver**"; BUPERS, Navy Diver (ND) Enlisted Community Manager, (BUPERS-324F) may waive one or more entry requirements if the applicant is considered otherwise qualified.

b. Due to the cost of permanent change of station orders, historical high attrition training rates, and to prevent undue delay in training, commands and personnel submitting a request for training shall strictly adhere to the policy and requirements specified in this article. The following are entry requirements for SCUBA Diver Course CIN A-433-0023

(1) **Active Duty.** Must be serving on Active Duty.

(2) **Motivation.** Strong motivation, interest in SCUBA diving, and willingness to work diligently in the academic and operational training phases are required.

(3) **Age Requirement.** Must be 30 years of age or less, as of date of application receipt.

(4) **Rank.** Open to officers, enlisted (E-4 and above), and qualified officer candidates (midshipmen, Navy Reserve Officer Training Corps candidates, etc.).

(5) **Armed Services Vocational Aptitude Battery (ASVAB).** Meet ASVAB requirement per current ASVAB NAVADMIN.

(6) **Medical Requirements.** Meet medical standards as specified in reference (a). Request for waiver of physical standards for personnel who do not meet minimum standards must be submitted, per reference (a), and through the Service member's CO, via Bureau of Medicine and Surgery (BUMED), Director for Undersea and Special Operations (BUMED- M3B3), to BUPERS (BUPERS-324F).

(7) **Hyperbaric Pressure Test.** The hyperbaric pressure test is administered per reference (b). It may be waived if a hyperbaric chamber facility is not accessible due to geographic isolation.

(8) **Obligated Service (OBLISERV).** For enlisted candidates, the OBLISERV requirement for SCUBA diver training is 18 months from class graduation date, or until completion of previous OBLISERV (whichever is greater), unless released earlier by the Chief of Naval Personnel. Officers incur no OBLISERV. CO shall ensure applicants understand OBLISERV to train options specified per MILPERSMAN 1306-106. **No waivers.**

(9) **Performance Standards.** Evaluation trait marks 3.0 or above in last 3 evaluation reports.

(10) **Misconduct.** The applicant may not have a nonjudicial punishment, court-martial, or serious civil court conviction during the previous 24 months prior to the application.

(11) **Security Clearance.** Attendance to SCUBA Diver Course CIN A-433-0023 requires eligibility for a SECRET clearance based on a national agency check with local agency and credit checks. **No waivers.**

(12) **Physical Fitness.** Pass the physical screening test per MILPERSMAN 1220-100, Exhibit 1. **No waivers.**

(13) **CO Recommendation.** Be recommended for initial training by the member's current CO.

5. **NEC/AQD Designation**

a. Upon completion of SCUBA Diver Course CIN A-433-0023, enlisted and officers are awarded SCUBA Diver (DV). Enlisted and officer SCUBA divers are designated by NEC or AQD codes according to their qualification per references (a) and (g).

Designation	Description
NEC 5345	SCUBA Diver (Enlisted)
AQD SD7	SCUBA Diver (Officer)

b. Commanding Officer (CO), Naval Diving and Salvage Training Center shall submit:

(1) For enlisted participants, NAVPERS 1221/6 Navy Enlisted Classification (NEC) Code Change Request to Navy Personnel Command (NAVPERSCOM), Enlisted Personnel and Readiness and Support Branch (PERS-4013), awarding NEC 5345 at the completion of SCUBA Diver Course CIN A-433-0023.

(2) For officer participants a command endorsed memo listing all officer graduates (stating month and year the course was completed) to NAVPERSCOM, Explosive Ordnance Disposal Detailing Branch (PERS-416), requesting awarding of the SD7 AQD at the completion of SCUBA Diver Course CIN A-433-0023.

6. **Applying for Training.** Applicants who are applying for SCUBA Diver Course CIN A-433-0023 must take the following steps:

Step	Action
1.	Submarine U.S. Atlantic Fleet (SUBLANT)/Submarine U.S. Pacific Fleet (SUBPAC) personnel notify Commander, SUBLANT or SUBPAC for quota (as appropriate).
2.	Conduct a diving medical examination. SCUBA candidates will hand carry medical and dental records to Navy Diving and Salvage Training Center when reporting aboard for training.
3.	Contact NAVPERSCOM, E-7 and Above Sea, Air, Land (SEAL) Detailer/Naval Special Warfare Regional Area Officer (PERS-401DE1) to locate the nearest appropriate screening activity.
4.	Conduct a physical screening test.
5.	Conduct a hyperbaric pressure test.
6.	Applicant interview.
7.	Send SCUBA diver training request per reference (h) Figure 5-2.

7. **Screening Requirements.** Applicants will be screened by approved personnel and activity.

a. **Approved Screening Personnel.** Only a qualified master diver (NEC 5341) or diving warrant officer (designator 7201) shall conduct the screening. If not available, contact OPNAV (N43311) for further guidance.

b. **Approved Screening Activities.** Only commands with adequate facilities for screening applicants will conduct screening.

(1) Approved screening activities include:

- (a) Diving;
- (b) Explosive ordnance disposal (EOD);
- (c) SEAL;
- (d) Special warfare combatant craft crewman;
- (e) Underwater construction team; or
- (f) Navy recruiting training commands.

(2) Screening conducted by other commands due to geographic isolation or absence of approved screening personnel must be coordinated through and approved by SUBLANT or SUBPAC diving officer.

8. **Screening Process.** The screening activity will ensure the following:

Step	Action	Per
1	Conduct a diving medical examination;	Para 8a
2	Conduct a physical screening test;	Para 8b
3	Conduct a hyperbaric pressure test;	Para 8c
4	Interview the applicant; and	Para 8d
5	Submit a request for training.	Para 8e

a. **Conduct a Diving Medical Examination.** Applicants must meet physical examination and standards per reference (a). The initial diving medical examination will be valid for a 24-month period. Candidates who have not reported to SCUBA Diver Course CIN A-433-0023 within the 24-month period, must re-submit an updated DD 2807/1 Report of Medical History and DD 2808 Report of Medical Examination to NAVPERSCOM, ND/EOD/Special Operations (SO) School Coordinator (PERS-401DH).

(1) Approved location. The medical examination may be conducted at hospitals, clinics, or dispensaries capable of accomplishing or coordinating all required examination elements.

(2) Medical Reports. Results of the diving medical examination will be recorded on the following reports:

(a) DD 2807-1;

(b) DD 2808; and

(c) NAVPERS 1200/6 U.S. Military Diving Medical Screening Questionnaire (used to report any changes to health history or physical exam since last valid periodic dive medical exam). Must be completed no later than 1 month prior to actual transfer to training and placed in Service member's medical record.

(3) Approved Medical Examiner. Per reference (b), examinations can be conducted by any physician, but an undersea medical officer (UMO) or diving medical officer (DMO) must approve and review all examinations (DD 2807-1 and DD 2808). BUMED, Director for Undersea and Special Operations (BUMED-M3B3) can review and sign physical examinations for accessions performed by another credentialed medical provider where a Navy UMO or DMO is not proximately available.

b. Conduct the Physical Screening Test. The physical screening test is designed to assess the applicant's physical ability to undergo initial and advanced training.

(1) Administer the physical screening test per MILPERSMAN 1220-100, Exhibit 1.

(2) No alterations to the test are permitted. The test must be administered exactly as indicated.

(3) Testing Males and Females. Physical screening test standards are identical for both male and female applicants.

c. Conduct a Hyperbaric Pressure Test. The hyperbaric pressure test is designed to determine if the applicant can successfully adapt to increased atmospheric pressure without adverse physiological reaction. This test is conducted in a hyperbaric recompression chamber per reference (b).

d. Interview the Applicant. The interview is necessary to examine and evaluate each applicant's character traits, background, motivation, and potential for successfully completing SCUBA Diver Course CIN A-433-0023 and subsequent assignments. The interviewer will:

(1) Discuss the nature of the NEC requirements with the applicant to include training, duty assignments, operational employment, pay, etc.

(2) Review the applicant's Official Military Personnel File (OMPF) or Electronic Service Record (ESR) to fully assess past performance, potential for successfully completing SCUBA Diver Course CIN A-433-0023 and identify traits which could be beneficial.

(3) Determine the applicant's comfort level in the water. Member must have considerable comfort level when in a waterborne environment. This should not be determined solely by the physical screening test.

(4) Review the applicant's physical screening test.

(5) Review entry requirements with the applicant to determine which requirements are met and which requirements require a waiver.

(6) Complete the Report of SCUBA Diver Course of Instruction Screening (Exhibit 1).

(a) All entry requirement waivers must be specified and supported with justification for approval.

(b) A negative response to any of the questions or traits identified in the applicant's OMPF or ESR could indicate unsuitability for the program.

(c) Provide a positive or negative endorsement stating the suitability to attend SCUBA Diver Course CIN A-433-0023.

e. **Submit SCUBA Diver Training Request.** Upon satisfactory completion of the screening process, applicants will send message request to SUBLANT or SUBPAC diving officer per reference (h).

(1) NAVPERS 1306/7 Enlisted Personnel Action Request will reference MILPERSMAN 1220-100 and include the following statement:

"Per reference (a), I volunteer for SCUBA diver duty and request assignment to SCUBA Diver Course CIN A-433-0023. I agree to serve on Active Duty for a period of 18 months from class graduation date or until completion of previously obligated service, whichever is greater, unless released earlier by Navy Personnel Command. I also agree to serve the period of minimum obligated service specified regardless of whether I retain qualification as a SCUBA diver and NEC 5345 during that period."

(2) NAVPERS 1301/85 Officer Personnel Action Request.

(3) COs are required to provide a statement concerning the applicant's suitability for type of training and assignment to duty.

(4) Required enclosures:

Enclosure 1	DD 2807-1
Enclosure 2	DD 2808
Enclosure 3	MILPERSMAN 1220-100, Report of SCUBA Diver Screening (Exhibit 1).
Enclosure 4	NAVPERS 1616/26 Evaluation Report and Counseling Record E-1 through E-6, 1616/27 Evaluation Report and Counseling Record E-7 through E-9, or 1610/2 Fitness Report and Counseling Record W-2 through O-6 for previous 3 years including any special or transfer evaluations.
Enclosure 5	ASVAB scores as documented on NAVPERS 1070/604 Enlisted Qualifications History (enlisted only)
Enclosure 6	Hyperbaric Pressure Test results. Provide memorandum stating waiver justification if not completed.

9. Transfer to SCUBA Diver Training

a. The member's physical condition shall be verified by performing the physical screening test approximately 30 days prior to transfer to SCUBA Diver Course CIN A-433-0023. Test results will be placed in the Service member's ESR.

b. Personnel who fail the physical screening test 30 days prior to transfer will retest approximately 15 days prior to transferring. If the member fails again, he or she will have their orders held in abeyance and contact SUBLANT or SUBPAC diving officer and or NAVPERSCOM (PERS-401DH) (as applicable) via message.

c. UMO or DMO is required to complete and sign NAVPERS 1200/6 no later than 1 month prior to actual transfer to training. Place original NAVPERS 1200/6 in the Service member's medical record.

d. Personnel who have received orders to attend SCUBA Diver Course CIN A-433-0023, but develop any possible disqualifying condition to include physical conditioning, medical, non-judicial punishment, court martial, serious civil conviction, or security clearance eligibility are required to notify SUBLANT or SUBPAC diving officer and or NAVPERSCOM (PERS-401DH) (as applicable) by message.

e. Personnel are required to bring enclosures (1) through (6) from paragraph 8 of this article to SCUBA Diver Course CIN A-433-0023.

10. **Disenrollment from Training**

a. Members who voluntarily or involuntarily disenroll from SCUBA Diver Course CIN A-433-0023 will:

(1) Be made available for reassignment to their detailer as required, or if on temporary additional duty returned to their command.

(2) Have NAVPERS 1070/613 Administrative Remarks entry made in their ESR stating the reason for disenrollment and a favorable or non-favorable recommendation from the CO of the course of instruction for which the member was disenrolled of suitability to return to the SCUBA Diver Program in the future.

b. **OBLISERV.** Members disenrolled where OBLISERV is required for "instruction received", with approval of Navy Personnel Command (NAVPERSCOM), Board Processing Branch (PERS-814), may be permitted to execute a new NAVPERS 1070/621 or NAVPERS 1070/622. See MILPERSMAN 1160-040 for explanation of "instruction received" and follow MILPERSMAN 1306-604 paragraph 3b (table).

c. **New Extension Agreement.** Upon execution of an extension, the previously executed extension agreement for the course of instruction shall be canceled.

(1) For those members who accepted accelerated advancement, this OBLISERV will be in addition to the 1-year extension incurred for accelerated advancement.

(2) OBLISERV for instruction cannot exceed the number of months of the original extension agreement. OBLISERV requirements shall be executed from the date of disenrollment.

d. **Disenrollment Prior to Commencement Training.** If a member is disenrolled for any reason prior to entry into the training, a request may be submitted to NAVPERSCOM (PERS-814) for cancellation of OBLISERV agreement.

e. **Executing New Extension Agreement:**

(1) Upon receipt of NAVPERSCOM (PERS-814) approval, CO or officer in charge (OIC) shall:

Step	Action
1	Execute extension agreement;
2	Cancel old extension agreement;
3	Submit NAVPERS 1070/621 Agreement to Extend Enlisted and or NAVPERS 1070/622 Agreement to Recall or Extend Active Duty per reference (i);
4	Generate NAVPERS 1070/613 entry within NSIPS/ESR (see below); and
5	Print, sign, and forward NAVPERS 1070/613 to PERS-313.

(2) The following NAVPERS 1070/613 entry is required:

"My Active Duty obligation remaining upon disenrollment from (school) has been explained to me per MILPERSMAN 1220-102.	
I understand that my Active Duty obligation has been established as (EAOS date).	
_____	_____
Member's Signature	Witnessing Officer's Signature"

11. **Voluntary NEC Removal**. Personnel holding NEC 5345 may request removal of the NEC by submitting a NAVPERS 1221/6 to BUPERS (BUPERS-324F) to remove NEC 5345.

12. **Involuntary NEC Removal**

a. COs or OICs may recommend revocation of NEC 5345 by submitting a NAVPERS 1221/6 through their administrative chain of command to BUPERS (BUPERS-324F). This revocation shall not be used as a punitive measure, but based on the CO's or OIC's determination that the member is no longer suitable for assignment to NEC 5345 duties and responsibilities. The NAVPERS 1221/6 must substantiate that determination by providing sufficient background and reasonable justification for removal of member's NEC. Recommendations to revoke NEC shall include one or more of the following statements:

"The member is considered suitable for assignment to rate or rating billets not requiring NEC 5345."

"The member is considered unsuitable for reassignment and will be recommended for administrative discharge by separate action."

"The member may reapply for reinstatement of NEC 5345 after completing at least 2 years assigned to a non-NEC billet."

"The member is unsuitable for military diving duty in this or other military diving commands. The member may not reapply for reinstatement for NEC 5345 and is unsuitable for duty at commands in a military diving capacity."

b. Primary reasons for revocation of NEC include (but are not limited to) the following:

(1) Failure or unwillingness to perform duties required of the NEC.

(2) Failure to maintain NEC eligibility.

(a) Permanent revocation by Department of the Navy, Central Adjudication Facility of the member's security clearance.

(b) Permanent physical disability.

(3) Substandard performance as indicated by:

(a) Willful dereliction of duty.

(b) Breaches in diving safety or regulations.

(c) Loss of CO's or OIC's faith and confidence in the member's ability to exercise sound judgment, reliability, and personal conduct.

(4) **Alcohol Abuse.** Personnel identified as having abused alcohol will be locally suspended by their CO from duty pending the outcome of screening, disciplinary action, or rehabilitation procedures as outlined in reference (h). At any time, during or upon completion of those proceedings, CO has the following options:

(a) If a counseling or rehabilitation program appears likely to succeed, the member will remain assigned to the command in a non-diving status and will have a program developed per reference (h). Commands will submit a NAVPERS 1221/6 to BUPERS (BUPERS-324F) to affect suspension of NEC 5345. Upon successful completion of the rehabilitation program, the CO may request reinstatement of NEC 5345.

(b) If member commits alcohol abuse or is determined to be a rehabilitation treatment failure, per reference (e), the CO may initiate separation procedures per reference (f) for officers or NAVPERS 15560D Navy Military Personnel Manual (MILPERSMAN) for enlisted members. Commands will submit a NAVPERS 1221/6 to BUPERS (BUPERS-324F) to revoke NEC 5345.

(c) Personnel who voluntarily refer themselves for treatment in the absence (of either) credible evidence an alcohol-related incident per reference (e), or substandard service and are found in need of treatment, will not have their NEC removed, but placed in a non-NEC status pending outcome of required treatment. Commands will submit a NAVPERS 1221/6 to BUPERS (BUPERS-324F) to affect suspension of NEC 5345. Upon successful completion of the rehabilitation program, the CO may request reinstatement of NEC 5345.

(5) **Drug Abuse.** Members identified as having abused drugs, as defined in reference (e), are not eligible for diving duty or future reinstatement. Members will be processed for administrative separation as specified in MILPERSMAN 1910-146 or

1910-142. Commands will submit NAVPERS 1221/6 to BUPERS (BUPERS-324F) to revoke NEC 5345.

ADVISORY: Removal of NEC 5345 shall not be used as a substitute for required disciplinary and or administrative action. Particular consideration shall be exercised to ensure that NEC removal is not used to transfer members to other duty when they do not clearly meet the established standards for continued naval service.

13. **Reinstatement.** Personnel who previously held NEC 5345 and had their NEC removed by administrative action may request reinstatement by submitting a request via their present CO. If approved, CO will submit NAVPERS 1221/6 to BUPERS (BUPERS-324F) to concurrently affect reinstatement of NEC.

14. **Revocation or Reinstatement of AQD SD7**

a. Officers may request removal of AQD SD7 by sending a letter to NAVPERSCOM (PERS-416) via their CO.

b. Revocation of diving officer designations shall be considered only by an appointed board convened by the appropriate CO or group commander in the officer's chain of command. The board shall comprise of a minimum of two officers appointed by the CO to evaluate the operational ability, motivation, and reliability of the officer in his or her performance of duty. The board's recommendation shall be forwarded via COMSUBPAC or COMSUBLANT to NAVPERSCOM (PERS-416) for final determination.

c. Officers may request reinstatement of former diving designations by sending a letter to NAVPERSCOM (PERS-416) via their CO.

15. **Insignia.** Members who have their NEC or AQD removed, either voluntarily or involuntarily, will **not** be authorized to wear applicable distinguishing insignia.

16. **Periodic Regualification.** Periodic regualification of NEC 5345 or AQD SD7 personnel is necessary to maintain individual proficiency and unit capability. Personal safety during hazardous operations is directly related to proficiency. COs are directed to afford every opportunity for maintaining individual qualification without lapse.

a. **Specific NEC or AQD Requalification.** For policy on specific NEC or AQD requalification, refer to MILPERSMAN 1220-260. Documentation of diving operations is described in reference (b).

Exhibit 1

Report of SCUBA Diver Course of Instruction Screening

(Use proper letter format)

From: (Screening Activity)
To: Commander, Navy Personnel Command (PERS-401DH)
Subj: REQUEST FOR SCUBA DIVER TRAINING
Ref: (a) MILPERSMAN 1220-102

1. (Rank or rate, name, last 4 SSN), currently attached to (member's present command), was screened for SCUBA diver training as specified in reference (a).

2. The member completed the screening as indicated below:

a. Interview conducted by: (name, rank, position, command, date (interviewer should include any significant findings pertinent to selection or non-selection of member for requested training)).

(1) Does the applicant totally understand the mission and scope of the qualification? Yes _____ No _____

(2) Does the applicant fully understand the training regimen during SCUBA diver training and what will be expected of him/her? Yes _____ No _____

(3) Is the applicant's motivation to become a SCUBA diver a sincere desire for professional growth and achievement and not solely for the money, or as a method to escape his or her present circumstances, etc? Yes _____ No _____

(4) Does the applicant have the ability to adapt to the requirements required of a SCUBA diver? Yes _____ No _____

(5) Is the applicant mentally prepared for the arduous training? Yes _____ No _____

(6) Does the applicant have any financial, marital, or other hardships that would impede his or her ability to concentrate on and complete the training? Yes _____ No _____

b. Physical Screening Test conducted by: (name, rank, position, command, date)

(1) Swim Time: _____ min _____ sec

(2) Run Time: _____ min _____ sec

(3) Sit-ups: _____, Push-ups: _____, Pull-ups: _____

c. Hyperbaric Test conducted by: (name, rank, position, command or facility, date) or waived (state justification).

d. Eligible for SECRET security clearance based on a national agency check with local agency and credit checks (NACLC)? Yes _____ No _____

3. Based on (satisfactory/unsatisfactory) completion of this screening and in accordance with rating conversion entry requirements specified in reference (a) the member (is/is not) recommended for SCUBA diver training. (If member is not recommended, state reason/s.)

(Signature)

Copy to:
Member's present command